

### **The Ceremony**

The content and arrangement of the wedding ceremony will be discussed by the couple with the officiating pastor. You are welcome to include vocal music, special readings, scripture, and/or a homily in addition to the vows and other parts of the ceremony. The readers should be present for the rehearsal. Holy Communion may be celebrated at the request of the couple.

### **Officiating Clergy**

A member of the pastoral staff at Calvary UMC must officiate at any services at Calvary. Other clergy may assist in the ceremony upon the approval and invitation of the Calvary pastor that would be officiating your ceremony.

### **Pre-Marital Counseling**

Pre-Marital Counseling is required with the officiating pastor. Appointments should be arranged directly with the officiating pastor.

### **Wedding License**

The State of Maryland requires a marriage license issued by the jurisdiction in which you are married. You will need to obtain this from the Clerk of the Court of Anne Arundel County, in the county Court House on Church Circle in Annapolis. Either one of the wedding couple may apply, in person, providing names, addresses, dates and place of birth. In the case of prior marriage, the divorce decree or death certificate must be provided. Neither blood tests nor birth certificates are required. License fees and methods of payment can be found by calling the Court House at 410-222-1434. The license application requires 48 hours to be processed, and must also be picked up in person. It is valid for six months from the date of issue.

### **Rehearsals**

Rehearsals are usually held the evening before the wedding. Our wedding coordinator will work with you to schedule the rehearsal with the officiating clergy. The main purpose of this time is to acquaint the wedding party and family with the ceremony and various movements which are required of the participants, and to practice them. At this time, final details can be determined and questions can be answered in preparation for the ceremony itself. All members of the wedding party are expected to attend the rehearsal which takes approximately one hour. At the rehearsal please provide the following to the pastor:

- Wedding license issued by Anne Arundel County (see section below for more information)
- Wedding program and unity candle, if used
- All church fees and honorariums (church, organist, clergy, wedding coordinator, etc.)

### **Music**

A 30-rank Möller pipe organ and Kawai grand piano are both available in the sanctuary. The organist of Calvary UMC will play for all weddings if organ/piano music is desired and if he/she is available. If not available, the organist and/or the couple may select someone else.

Consultation with the organist well in advance of the wedding date is required. The preferred time frame is at least three months prior to the wedding for all music. This allows sufficient preparation of the music and gives time for any needed changes or additions to be made. Fees for the organist and/or other musicians will be set at their discretion.

### **Decorations, Flowers, and Candles**

You are welcome and encouraged to have floral arrangements and candles to enhance the beauty of your wedding. Your choice of flowers – silk or fresh – is welcome. No tape, tacks, staples, nails, or wire may be used to attach these arrangements to the pews or altar table, however. The pews can be fit with 36” ribbons. We recommend that altar flowers be at least 36” high. All live arrangements, plants, etc. must be in waterproof containers.

Your florist may visit the church anytime by appointment. The church will be available two hours before the wedding ceremony for the florist to deliver and decorate the sanctuary. If you desire to leave your flowers at the church following the ceremony, please let the officiating pastor know of those plans. Candles may be used on the altar table, but not down the aisles. Couples wishing to include a unity candle lighting as a part of their ceremony will need to provide their own unity candle and two 10” tapers.

*NOTE: Sanctuary décor is subject to the current worship schedule at the time of your ceremony, and will remain in the sanctuary as they are for our Sunday worship services. Please take this into account when scheduling your wedding.*

### **Photographs and Video**

Your photographer is welcome to visit the church to prepare for the special day and pre-plan the shots you wish to take. The lighting in the church can vary due to our large Stained Glass window. We have beautiful areas surrounding the church, which is right on the water (College Creek). No flash photography allowed. Photographers and videographers may come as far as the 10<sup>th</sup> pew back.

### **Other details**

Rooms are available for bride and her bridal party, and for the groom and groomsmen prior to the ceremony. Arrangements for dressing at the church must be made in advance with the wedding coordinator and/or the officiating pastor.

If you wish to have wedding bulletins at your ceremony, it is your responsibility to have them printed and provide them. Bulletins should be proof-read by the officiating pastor prior to final printing.

Following the ceremony, a receiving line may be held in consultation with the officiating pastor. The throwing of rice or confetti, are not allowed on church property so as not to harm the environment surrounding the church. **Neither alcohol nor smoking is allowed on church property at any time.**

### **Receptions**

The Fellowship Hall is available for receptions for an additional fee. Reservations must be made with the church office when the date and time of your ceremony is selected. Caterers and/or wedding party are responsible for setting and arranging of chairs and tables, and seeing that the room and kitchen are returned to their original order, swept, and vacuumed when the reception is completed. Trash shall be bagged and placed in the dumpster at the east end of the lower parking lot. No reception shall last beyond 11 pm.

### **Fees**

Sanctuary	\$500
Reception Hall	\$250
Wedding Coordinator	\$150
Sound/AV	\$100
Cleaning Fee	\$150
Pastor's Fee	\$400
Organist (Organist will set fee)	

**Church Office**

410-268-1776 [Office@calumc.org](mailto:Office@calumc.org)

**Pastors**

Rev. Meredith Wilkins-Arnold

Lead Pastor

[pastormeredith@calumc.org](mailto:pastormeredith@calumc.org)

Rev. Braulio Torres

Executive Pastor

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**Organist**

David Beatty

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**Wedding Coordinator**

Becki Cosgrove

[Zanter5@aol.com](mailto:Zanter5@aol.com)